



STATE OF ARIZONA
DEPARTMENT OF REAL ESTATE

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This document may be obtained in alternative formats
by calling (602) 468-1414 extension 100.

APPLICATION FOR TEMPORARY BROKER'S LICENSE
FORM LI-240

A.R.S. § 32-2133 and A.A.C. R4-28-305 Temporary Broker's License

A. The Commissioner may issue a temporary license as a broker to a licensed or unlicensed person for the purpose of winding up the existing or pending business of a licensed broker in the following cases:

1. To the surviving spouse, next of kin, the administrator or personal representative, or the employee of the administrator or personal representative of a deceased licensed broker.

2. To the spouse, next of kin, employee, legal guardian or conservator of a licensed broker disabled by sickness, injury or insanity.

B. Each temporary license is for a period of not over 90 days and shall not be extended for a longer period, except that a license issued to an administrator or personal representative or the employee of the administrator or personal representative continues until the personal representative or administrator disposes of the deceased broker's business, but not to exceed a period of 15 months.

Effective Date: _____

90-Day Expiration Date: _____

Date Entered: _____ By: _____

TF 1 _____ TF 2 _____

Lic. No. _____

INSTRUCTIONS

1. Submit a letter advising the Department of the broker's illness, disability or death. If licensee is deceased, you may provide a copy of the death certificate, if available.
2. Submit a letter from the surviving spouse, attorney representing the broker/family, personal representative or other responsible party appointing an individual to serve as a temporary broker.
3. The fee is \$50. Make your check or money order payable to the Arizona Department of Real Estate.
4. A salesperson or associate broker who is appointed as Temporary Broker must submit a severance from the prior employing broker or be administratively severed.
5. When issued, this license is invalid after 90 days except under "B" as described above. Should additional time be required, the temporary broker must submit a written request to the Department at least two weeks prior to the expiration date of the temporary broker's license.
6. If you are an unlicensed individual, please also complete and submit Information Form LI-235.

Previous Designated Broker's Name: _____

Reason for this application: ☐ Illness ☐ Death — Verification Provided: _____

Employing Broker/Entity Legal Name: _____

Entity License No. _____ Entity Address: _____

City: _____ State/ZIP: _____

Entity License Expiration Date: _____ Phone No. _____ Fax No. _____

Temporary Broker's Name: _____

Type of License: ☐ Real Estate ☐ Cemetery ☐ Membership Camping

License No., if applicable: _____ License Expiration Date: _____

Temporary Broker's Signature: _____ Date: _____

ALL DOCUMENTS SHALL BE CONSIDERED FILED ON THE DATE RECEIVED BY THE DEPARTMENT PURSUANT TO A.A.C. R4-28-102(A)

IMPORTANT NOTE

The Department has a specific time frame in which to grant or deny your license. As the applicant, you also have a specific time-frame in which to correct any deficiency in your application. If there is a deficiency, you will be notified of the number of days you have to comply. If you do not submit the items identified as lacking in your application within the allowed time period, the application will be deemed incomplete and the file closed. *If your file has been closed and you later wish to obtain a license, you must submit a new application, including applicable fees.* If the Department does not grant or deny a license based on a completed application within the allowed time period, the Department shall refund the application fee paid. A.R.S. § 41-1073 et seq.

CERTIFICATION QUESTIONNAIRE

1. Have you been convicted of any felony, misdemeanor or other crime?

BEFORE ANSWERING, READ THE FOLLOWING STATEMENT: Even though you may have entered into a plea bargain or pleaded "no contest," judgment or sentencing for a misdemeanor or felony has been deferred, or your conviction has been vacated, pardoned, expunged, dismissed or appealed, **OR** your civil rights have been restored, you are, nevertheless, required to answer "YES." However, you are *not* required to answer "YES" for minor traffic violations. **DUI or DWI is *not* a minor traffic violation.**

A.R.S. § 32-2108(C)

YES ☐ NO ☐

2. Have you had any professional license or registration (including a real estate license) restricted, denied, suspended or revoked, OR have you voluntarily surrendered any license during the course of an investigation or disciplinary proceeding, **OR** had an administrative order entered against you, **OR** any other disciplinary action taken against any license, or civil penalty imposed by any state, federal or other regulatory agency? A.R.S. § 32-2108(C)

YES ☐ NO ☐

3. Have you had any public report or registration to sell land (such as a subdivision, cemetery, time-share intervals or membership camping) denied or suspended? A.R.S. § 32-2108(C)

YES ☐ NO ☐

4. Have you entered into any consent decree, **OR** had an injunction (either temporary or permanent), suspension, order, or judgment issued, which prohibited or restricted you from engaging in or continuing any professional practice? A.R.S. § 32-2108(C)

YES ☐ NO ☐

5. Have you had any adverse decision or judgment entered against you by a court of competent jurisdiction in this or any other state involving fraud, dishonesty or moral turpitude, or arising out of the conduct of any business in real estate, cemetery property, time-share intervals or membership camping campgrounds? A.R.S. § 32-2108(C)

YES ☐ NO ☐

6. Has any recovery fund ever made a payment which was charged against you? A.R.S. § 32-2188

YES ☐ NO ☐

7. Have you participated in, operated or held an ownership interest of 10 percent or greater in any corporation, partnership or limited liability company for which any of the above questions should be answered "YES"? A.R.S. § 32-2108(C)

YES ☐ NO ☐

IF YOU ANSWERED "YES" TO ANY OF THE ABOVE QUESTIONS:

Have you previously disclosed the incident in writing to the Department? YES ☐ NO ☐

Approximate date of disclosure: _____

If you have not previously disclosed the incident(s) in writing, call the Department and provide the documents requested on Form INV-400.

I hereby authorize the Department of Real Estate to conduct any investigation deemed necessary to certify my suitability as a licensee. I declare that all the information and answers I have provided on this form is true and correct.

Signature of Applicant: _____ **Date:** _____